

# Individual Ad Insertion Order

Menominee Nation News  
P.O. Box 910  
Keshena, WI 54135  
(715) 799-5167

Date: \_\_\_\_\_

## CONTACT INFORMATION:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Fax: \_\_\_\_\_  
City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_

## ADVERTISING INFORMATION: *Please note all fees must be paid for prior to ad set-up & publication*

Ad Size: \_\_\_\_\_ Black/White Color  
Please circle one  
Ad Cost: \_\_\_\_\_ # of Photos: \_\_\_\_\_  
Each run Included in price  
Insert Dates: \_\_\_\_\_

Additional options: *Additional fees associated with this service*  
• Please mail my photo back: ☐ \$0.50  
• Please mail me a copy of the publication in which the  
advertising appeared: ☐ # of copies: \_\_\_\_\_  
\$2.00 per copy/photo included

**Proof Required:** *(need copy approval prior to print?)*

No: \_\_\_\_\_ Yes: \_\_\_\_\_ *(If yes, how would you like to receive it?)*

☐ Email ☐ Fax ☐ In person

Approval signature: \_\_\_\_\_

Date: \_\_\_\_\_  
*In lieu of signature, please attach fax or email with approval*

## Total Cost:

*Please make check or money order payable to MITW/MNN*

## OFFICE USE ONLY

Date Rec'd: \_\_\_\_\_ Date paid: \_\_\_\_\_

Receipt # \_\_\_\_\_ Amount: \_\_\_\_\_

Date proof sent (if applicable): \_\_\_\_\_

## INFORMATION TO BE PUBLISHED: *May attach information*

*Menominee Nation News reserves the right to refuse any and all advertising based on the appropriateness for publication. Advertising may not contain the following material: Profane, suggestive or defamatory language, engagement of illegal or criminal activity, depictions of alcoholic beverages and or drug use or public drunkenness. Any material not meeting these guidelines may be rejected or will be altered.*


*I accept all responsibility for the inclusion of the above advertisement to be published in the Menominee Nation News. Also, Menominee Nation News is not responsible for any lost or damaged photos/materials while in their possession.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_